

**New River Valley
Metropolitan Planning Organization
755 Roanoke Street
Christiansburg, VA 24073**

Minutes

May 5, 2016

MEMBERS

PRESENT:	Craig Meadows	-Montgomery County
	Anne McClung	-Town of Blacksburg
	Michael Sutphin	-Town of Blacksburg
	Michael Barber	-Town of Christiansburg
	Adam Carpenetti	-Town of Christiansburg
	Basil Edwards	-City of Radford
	Kevin Byrd	-NRVRC
	Jay Lindsey	-DRPT
	Michael Gray	-VDoT
	Steve Mouras	-Virginia Tech
	Tom Fox	-Blacksburg Transit
	Brian Booth	-Radford Transit
	Dan Brugh	-NRV MPO
	Randal Gwinn	-Recording Secretary
 ABSENT:	 Ken King	 -VDoT
	Tammye Davis	-FHWA
	Joe Guthrie	-Pulaski County
	Annette Perkins	-Montgomery County
	Fritz Streff	-New River Community College
	Tony Cho	-Federal Transit Administration-Region 111
	Michael St. Jean	-VA Tech/Montgomery Regional Airport Authority
	Bruce Brown	-City of Radford
	James Perkins	-Radford University
	Monica Musick	-Pulaski Transit
 OTHERS		
PRESENT:	Tyler Humphreys	-Radford Transit
	Laura Harmon	-Radford University

DECLARATION OF QUORUM AND CALL TO ORDER

Chairman F. Craig Meadows declared a quorum and called the meeting to order at 2 P.M.

APPROVAL OF AGENDA

Craig asked for comments on the proposed agenda. Hearing none, he asked to hear a motion for approval of the agenda.

On a motion by Michael Barber seconded by Adam Carpenetti and carried unanimously, the proposed meeting agenda was approved.

APPROVAL OF MINUTES OF JANUARY 7, 2016 MEETING

Craig asked for comments on or corrections to the meeting minutes from the January 7, 2016 Policy Board meeting. Hearing none he then called for a motion to approve the minutes.

On a motion by Michael Barber seconded by Michael Sutphin and carried unanimously, the minutes dated January 7, 2016 were approved.

PUBLIC ADDRESS

There were no citizens wishing to address the group.

OLD BUSINESS

There were no items of old business needing addressed.

NEW BUSINESS

Approval of the 2016-17 Unified Planning Work Program (UPWP)

Dan Brugh presented a brief overview of the proposed 2016-17 UPWP. The draft document was prepared by the TAC and has been advertised on our web site, in the local newspapers and by email to our MPO Interested Parties and Regulatory Agency distribution lists. No comments were received.

The final funding includes a slight increase from the current year for the PL and Transit Planning funds. The TAC recommends approval of the draft 2016-17 UPWP document as well as its supporting annual resolutions which are included in the UPWP portion of the meeting packet.

There was no discussion on the draft document and Craig asked for a motion for approval of the 2016-17 UPWP as presented.

Michael Barber moved to approve the 2016-17 UPWP and its supporting resolutions as a group. Basil Edwards seconded the motion and the group of resolutions carried unanimously. The resolutions follow in their entirety:

***New River Valley
Metropolitan Planning Organization***

May 5, 2016

Resolution approving the NRV MPO FY 2016-17 Unified Planning Work Program

On a motion by Mike Barber seconded by Basil Edwards and carried unanimously,

WHEREAS, the 2016-17 Unified Planning Work Program (UPWP) will serve as the basis for all Federal (FHWA, FTA) funding participation and will be included in all requests for transportation planning funds, and

WHEREAS, the UPWP details all transportation and transportation related planning activities anticipated in the upcoming fiscal year; and

WHEREAS, the Request for Comment was advertised in The Roanoke Times, The News Journal, and News Messenger for thirty days; and

WHEREAS, Comments were also solicited from the MPO Email list, the MPO Interested Parties, and the Governmental Regulatory Agencies; and

WHEREAS, No public comments were received, and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby approves the FY 2016-17 Unified Planning Work Program dated May 5, 2016 attached, and authorizes the Executive Director to make any administrative changes as requested by the Federal Highway Administration, Federal Transit Administration, VDRPT, or VDoT.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

May 5, 2016

Resolution to authorize the Executive Director/ Chairman to execute annual agreements with VDoT, VDRPT, and Montgomery County

On a motion by Mike Barber, seconded by Basil Edwards and carried unanimously,

WHEREAS, the MPO receives funding from VDoT for expenditures made for MPO activities; and

WHEREAS, the Policy Board has approved the Unified Planning Work Program (UPWP) for 2016-17; and

WHEREAS, an agreement needs to be executed for expenditure of these funds.

NOW, THEREFORE, BE IT RESOLVED, the MPO Policy Board authorizes the Executive Director/Chairman to execute agreements with VDoT, VDRPT, and Montgomery County as fiscal agent, subject to approval by Montgomery County, the Montgomery County Attorney, the MPO Chairman and the MPO Executive Director.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

May 5, 2016

Resolution to authorize the Executive Director/ Chairman to execute annual FTA Certifications and Assurances.

On a motion by Mike Barber, seconded by Basil Edwards and carried unanimously,

WHEREAS, the MPO receives funding from FTA for expenditures made for MPO activities; and

WHEREAS, the MPO needs to annually certify that the MPO is adhering to all Federal Regulations.

NOW, THEREFORE, BE IT RESOLVED, the MPO Policy Board authorizes the Executive Director/Chairman to execute the annual Certifications and Assurances for FTA.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

May 5, 2016

Planning Grant Resolution

On a motion by Mike Barber, seconded by Basil Edwards and carried unanimously,

WHEREAS, the New River Valley Metropolitan Planning Organization anticipates receipt of Fiscal Year 2016 Federal Transit Administration (FTA) Section 5303 Planning and Technical Studies Grant;

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the New River Valley Metropolitan Planning Organization Executive Director to procure and contract for the receipt and eligible use of the FTA Section 5303 grant funds that may be received by the New River Valley Metropolitan Planning Organization, noting that the City of Radford, the Towns of Blacksburg and Christiansburg, and Counties of Montgomery and Pulaski will commit the equal funding of the local match for the aforementioned grant.

BE IT FURTHER RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the Metropolitan Planning Organization Executive Director to submit a FTA Section 5303 grant application and to contract with the Virginia Department of Rail and Public Transportation for the receipt of said FTA funds as is necessary; and including the compliance with applicable laws, regulations, guidelines, and assurances of the United States and the Commonwealth of Virginia, and for the state portions of the matching funds as necessary.

Certification

The undersigned duly qualified and acting as authorized officials of the New River Valley Metropolitan Planning Organization certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Policy Board of the New River Valley Metropolitan Planning Organization on May 5, 2016.

F. Craig Meadows, Chairman

J. Dan Brugh, Executive Director

***New River Valley
Metropolitan Planning Organization***

May 5, 2016

Resolution authorizing the filing of an application with the Virginia Department of Rail and Public Transportation, for grants of federal funds under the Federal Transit Act Section 5303 program and state matching funds.

On a motion by Mike Barber, seconded by Basil Edwards and carried unanimously,

WHEREAS, the contract for financial assistance will impose certain obligations upon this Body, including the provision of the local funds to support project costs; and

WHEREAS, a recipient of Federal Transit Administration Funding is required to provide certifications and assurances that all pertinent Federal statutes, regulations, executive orders and directives will be obeyed and it is the intent of this Body to comply fully with all required certifications and assurances; and

WHEREAS, it is the goal of this Body that minority business enterprises (disadvantaged business enterprise and Women business enterprise) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services:

NOW THEREFORE, BE IT RESOLVED BY THE NEW RIVER VALLEY METROPOLITAN PLANNING ORGANIZATION,

1. That the Chairperson of the Policy Board is authorized to prepare and file an application on behalf of New River Valley Metropolitan Planning Organization with the Virginia Department of Rail and Public Transportation for federal and state financial assistance under the Federal Transit Administration Section 5303 Program and State Aid Program.
2. That the Chairperson of the Policy Board is authorized to execute and file with such application all necessary certifications and assurance or any other document required by Virginia Department of Rail and Public Transportation in connection with the application or the project.
3. That the Chairperson of the Policy Board is authorized to set forth and execute Minority business enterprise (disadvantaged enterprise business and woman enterprise) policies and procedures in connection with procurements under this project.
4. That the Chairperson of the Policy Board is authorized to execute a grant agreement on behalf of the New River Valley Metropolitan Planning Organization, with the Virginia Department of Rail and Public Transportation to aid in the financing of the project.
5. That the Chairperson of the Policy Board hereby certifies that the local share of the project costs identified in the application shall be made available to the project from resources available to this Body.

The undersigned duly qualified and acting Executive Director of the New River Valley Metropolitan Planning Organization Policy Board certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the New River Valley Metropolitan Planning Organization held on May 5, 2016.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

May 5, 2016

Designation Resolution

On a motion by Mike Barber, seconded by Basil Edwards and carried unanimously,

BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the New River Valley Metropolitan Planning Organization Policy Board Chairperson to authorize the Town of Blacksburg and City of Radford as the designated recipients for the receipt and eligible use of available FTA and VDRPT Operating and Capital Funds.

Certification

The undersigned duly qualified and acting as authored officials of the New River Valley Metropolitan Planning Organization certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Policy Board of the New River Valley Metropolitan Planning Organization on May 5, 2016.

F. Craig Meadows, Chairman

J. Dan Brugh, Executive Director

Approval of the Route 11 in Fairlawn Corridor Study

Dan reported that the Corridor Study on Route 11 in Fairlawn between the New River Bridge and Route 114. The Policy Board approved conducting the Study in November of 2014 and it is now complete. A survey was conducted and a number of public meetings were held to solicit input from citizens and businesses. The completed Study contains recommendations to improve the safety and operation of Route 11, VDOT has reviewed and approves of these recommendations. The TAC has also reviewed the Study and recommends approval.

Following Dan's comments there was a brief discussion as to whether the recommended improvements would impinge on underground utility work currently ongoing in the area and it was agreed that this would have to be monitored should construction of the recommended improvements begin.

Discussions on the draft document having ended Craig asked to hear a motion on the suggested resolution Dan had prepared.

On a motion by Mike Barber, seconded by Adam Carpenetti and carried unanimously, the Route 11 in Fairlawn Corridor Study was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 5, 2016

Resolution accepting the final report prepared by Whitman, Requardt, and Associates, LLC for Route 11 in Fairlawn Corridor Study.

On a motion by Mike Barber, seconded by Adam Carpenetti, and carried unanimously,

WHEREAS, the Pulaski County requested the MPO to conduct a corridor study of Route 11 between the New River bridges and Route 114 for operational and safety enhancements, and

WHEREAS, a study was conducted by the MPO On Call Consultant Whitman, Requardt, and Associates LLC, and

WHEREAS, a draft final report has been developed by the Consultant and reviewed by the TAC, and

WHEREAS, the TAC recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley MPO accepts the final report for the Route 11 in Fairlawn Corridor Study dated May 5, 2016.

F. Craig Meadows, Chairman

Approval of the New River Valley MPO Title VI Plan

Dan reported that the current plan was approved in 2012 and last year's review of the Title VI Plan by VDOT found it satisfactory. VDRPT reviewed the Plan last November and found it unacceptable therefore the New River Valley Regional Commission assisted the MPO in developing a revised Plan based on comments received from VDRPT. The Draft Plan was sent to DRPT for review and we have not heard anything back from them

yet. We have advertised the Draft Plan for comment in the Roanoke Times, the News Messenger, and the News Journal. It was also sent out for review to the MPO Interested Parties and Regulatory Agencies as well as the MPO email list with no comments having been received. The TAC has reviewed the Draft Plan and recommends Policy Board approval. In addition, approval to make any adjustments necessary if and when any comments are received from VDRPT is also requested.

Following Dan's comments Anne McClung requested that Kali Casper be named in one of the open slots for Blacksburg representatives in the list of members included in the document. Dan agreed to make the requested edit.

Discussions on the Draft Plan having ended Craig asked to hear a motion on the suggested resolution Dan had prepared.

On a motion by Anne McClung, seconded by Adam Carpenetti and carried unanimously, the New River Valley MPO Title VI and Limited English Proficiency Plan dated May 5, 2016 was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization
May 5, 2016***

Resolution approving the NRV MPO Title VI and Limited English Proficiency Plan

On a motion by Anne McClung, seconded by Adam Carpenetti and carried unanimously,

WHEREAS, the NRV MPO has the responsibility under provisions of the Moving Ahead for Progress in the 21st Century (MAP-21) for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process for the metropolitan planning area; and

WHEREAS, the MPO is required to comply with Title VI requirements of the Civil Rights Act of 1964 as amended, and other related statutes prohibiting discrimination on the basis of race, religion, color, national origin, sex, age, or disability; and

WHEREAS, the MPO, as recipient of federal financial assistance, must have a Title VI and Limited English Proficiency (LEP) approved Plan; and

WHEREAS, the current MPO Title VI Policy needed revision and updating; and

WHEREAS, the MPO TAC has developed a revised Title VI and Limited English Proficiency Plan and advertised it for public comment for 30 days, and

WHEREAS, comments were also solicited from the MPO Interested parties and Government Regulatory Agencies; and

WHEREAS, no comments were received; and

WHEREAS, the TAC recommends approval of the Title VI and Limited English Proficiency Plan dated May 5, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley MPO approves the MPO Title VI and Limited English Proficiency Plan dated May 5, 2016.

BE IT FURTHER RESOLVED that the Executive Director is authorized to make any administrative adjustments needed as a result of final review by VDRPT or VDOT.

F. Craig Meadows, Chairman

Support for Submitting an application for the Completion of the Smart Road to I-81 under HB2

Dan reported that in April he and Craig attended a meeting at Virginia Tech with Commonwealth Transportation Board Members William Fralin and Court Rosen in attendance. The primary purpose of the meeting was to discuss the Western Perimeter Road Project which was submitted as a Revenue Sharing Project by Montgomery County on behalf of Virginia Tech. Due to the \$35 million cost of the project Mr. Fralin and Mr. Rosen wished to have a clearer understanding of what it involved and why it was needed. During the meeting the discussion turned to other items such as the HB2 projects that were submitted by the localities and the MPO. In addition Mr. Fralin requested that the NRV MPO consider submitting an HB2 application for the completion of two lanes of the Smart Road to I-81. The purpose would be to provide a usable transportation facility that could also be used as a testing facility. Due to the anticipated cost of this project additional funding would also need to be requested under one or more special funding programs from Federal Highways (FhWA). There will be a meeting later this month with VA Tech and the Smart Road group to discuss the logistics of going forward with this project should it be approved. The application would need to be submitted this year, by October 31st, as no HB2 requests will be accepted next year due to the implementation of only accepting requests in alternating years after 2016. This request would have no negative impact on any other projects submitted since they are scored independently, therefore support is recommended.

There was a brief discussion after Dan finished his report then Craig asked to hear a motion on the suggested resolution Dan had prepared.

On a motion by Mike Barber, seconded by Adam Carpenetti and carried unanimously, the resolution approving development of an application for funding of the completion of the Smart Road to I-81 was approved and follows in its entirety:

New River Valley Metropolitan Planning Organization

May 5, 2016

Resolution approving Development of an application for funding of the completion of the Smart Road to I-81.

On a motion by Mike Barber, seconded by Adam Carpenetti, and carried unanimously,

WHEREAS, two miles of the Smart Road have been constructed and have been used as a facility to test technologies that improve transportation safety and reliability; and

WHEREAS, Virginia Tech is developing a research presence in Roanoke that will significantly increase the traffic commuting between the two Valleys; and

WHEREAS, additional funding may be available from specific grant programs through the Federal Highway Administration (FhWA), particularly in the Innovation area; and

WHEREAS, the completed facility may be able to provide both a research and usable transportation facility; and

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley MPO supports the extension of the Smart Road as a research and transportation facility and directs the MPO Executive Director to work with VDOT and others as necessary to develop an application for funding under HB2 to VDOT.

F. Craig Meadows, Chairman

EXECUTIVE DIRECTORS REPORT

VDOT Project Update

Michael Gray reported that Ken King will be working in Richmond for the next several months and Ken Wallace from Central Office will be fulfilling Ken's duties during the majority of his absence. Insofar as VDOT projects there is nothing new of note to report at this time.

Passenger Rail Update

Dan reported on the Passenger Rail initiative. As of now the future of this effort is in the hands of DRPT and Norfolk Southern. The NRV Regional Commission and the Bristol MPO have joined the NRV MPO as co-applicants for the next phase of the study and our application is now being reviewed and is likely to be funded. We will know if it is when the Six Year Plan comes out in draft on May 18th or 19th however if any information becomes available before then, it will be sent out to you.

Transit Study Project Update

Erik Olsen reported on the progress of the Regional Transit Study. The NRV Regional Commission conducted the study and submitted a draft report to Dan at the end of April. The TAC is reviewing the draft report and should make a recommendation on it at their next meeting. It is hoped that the findings in the report can be used in the TDP efforts this fall.

Long Range Plan Update

Dan reported on the progress of the LRP update. Funding numbers are being received from VDOT however Dan and Mike have more work to do on this as the numbers we've been given for projects from now until 2040 are less than those projects in the current Six Year Plan. The next update will be coming soon and we will go forward without having a new model from VDOT. We expect to have a draft document sometime this fall. WRA's contract for work on the update will be ended as they have completed their portion.

VTRANS update

Michael reported on the efforts that have happened on the VTRANS update thus far. Two surveys have been sent out, one to the PDC's and MPO's and a second to the Localities. Those surveys need returned soon as there will be a regional workshop in Roanoke on May 16th and a consolidated needs report based on the survey results will be presented and discussed at that meeting.

HB2 Update

Dan reported that the Christiansburg Cambria Street project has been removed from the Six Year Plan by the Governor's Office. Efforts are ongoing to get this project restored before the Six Year Plan is finalized.

Michael reported that two projects were removed from the Six Year Plan and two other projects were inserted.

Michael also stressed that VDOT needs the MPO's, PDC's and Localities to inform them of potential projects as soon as possible, especially if VDOT assistance with submitting the projects is desired. VDOT hopes to have all notices of projects from them by mid-August. Also in June VDOT will be issuing new guidance on how the scoring of projects will be conducted.

Development of TDP's for BT, PAT and RT

Dan reported on the MPO request to DRPT for funding for the use of one consultant to do all three Transportation Development Plans at one time. Consensus is that using just one consultant to prepare the TPD's for Blacksburg Transit, Radford Transit and Pulaski Area Transit will lower the overall cost and result in more consistency across the Plans. It is hoped that we will have the final answer from DRPT by the end of May.

Other Items

None

OTHER BUSINESS

None

NEXT SCHEDULED MEETING

Craig announced that the next scheduled meeting is June 2, 2016 at 2:00 PM in the Montgomery County Government Center.

X. ADJOURNMENT

There being no further agenda items to discuss, Craig adjourned the meeting at 2:50 PM.

Attest: _____

F. Craig Meadows, Chairman